

# **Wiggin Memorial Library Board of Trustees**

## **Meeting Agenda**

Tuesday November 15, 2016

6:00 PM

- I. Executive Session (non-public session) – Personnel Appraisal
- II. Guests and Welcomes and Announcements
- III. Action Items
  - a) Approve October Minutes ([http://strathamnh.gov/Pages/StrathamNH\\_LibraryMin/](http://strathamnh.gov/Pages/StrathamNH_LibraryMin/))
  - b) Approve Donations Received
- IV. Old Business
  - a) Social Media Policy – adopt revision
  - b) Review Job Descriptions – Group 1 (Shelver, Children’s Services Assistant, Children’s Librarian Elementary/Collection Development, Children’s Librarian Preschool/Summer Reading, Teen Librarian)
  - c) 2017 Budget Proposal
    - i. CIP Request
    - ii. Salary Request – support materials
  - d) 2017 Budget
- V. New Business
  - a) Board retreat
  - b)
  - c)
- VI. Reports
  - a) Treasurer’s Report
    - a.
  - b) Fundraising Report
    - a. Sweet Grass Farm fundraiser
    - b. Book Sale survey results
    - c. Annual Appeal
  - c) Director’s Report
- VII. Executive Session (Non-public session - if required)
  - a)
- VIII. Next Meeting: Tuesday, December 13, 2016, 6:30 p.m.
- IX. Adjournment